

The Leesburg Planning Commission met on Thursday July 3, 2003 in the Council Chambers at 25 West Market Street, Leesburg, Virginia. Staff members present for the meeting were Brian Boucher, Susan Swift and Anne Marie Eaton.

**CALL TO ORDER**

The meeting was called to order at 7:00 p.m.

**PLEDGE OF ALLEGIANCE AND ROLL CALL**

Present: Chairman Vaughan  
Vice-Chairman Clem  
Commissioner Kennedy  
Commissioner Bangert

Absent: Mayor Umstattd  
Commissioner Dube  
Commissioner Werner  
Commissioner Hoovler

**ADOPTION OF THE AGENDA**

Vice-Chairman Clem made a motion to approve the agenda.

Commissioner Kennedy seconded.

**ACTION:** Approved, vote 4-0

**ADOPTION OF THE MINUTES**

Commissioner Kennedy made a motion to approve the minutes from the June 5, 2003 meeting.

Vice-Chairman Clem seconded.

**ACTION:** Approved, vote 4-0

**REMARKS BY PETITIONERS**

None

**ZOAM 03-02 BUFFER YARD MODIFICATION-** Brian Boucher, Zoning Administrator

Mr. Boucher came forward and gave a brief overview of the above application.

Chairman Vaughan asked for a motion.

Commissioner Kennedy read the following motion:

I move that the Planning Commission recommend to the Town Council that Zoning Ordinance Section 12.8.5 Modification of Screening and Buffer-Yard Requirements not be amended to authorize Council to modify screening and buffer-yard requirements as part of a special exception approval.

Commissioner Bangert seconded.

**ACTION:** Approved, vote 4-0

**REVIEW OF EAC & EDC TOWN PLAN ISSUES** - David Fuller, Chief of Comprehensive Planning

Dave Fuller gave a review of the EAC and EDC Town Plan issues. He gave a brief update of what was discussed at the meetings.

There was a brief discussion about the upcoming Town Plan sector meetings.

Ms. Swift stated there will be a July 17, 2003 Planning Commission meeting.

Commissioner Kennedy made a motion to adjourn.

Vice-Chairman Clem seconded.

Meeting adjourned 7:26 p.m.

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Cliff Vaughan, Chairman

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Anne M. Eaton, Clerk